

Municipality/Organization: Town of East Longmeadow

EPA NPDES Permit Number: MA-041005

MaDEP Transmittal Number: W- 035937

**Annual Report Number
& Reporting Period:** No. 2 April 04 – March 05

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

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Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Year 2
1A	Classroom Education	D.P.W. School Dept.	Coordinate storm Water related Curriculum	No action with exception of additional meetings with superintendent’s office.	Meet with school principal and department related citizens groups in markers.
Revised					
1B	Educational Displays	D.P.W.	One display in Town of East Longmeadow Hall per year	Additional Best Management Practices poster display with brochures installed outside of Planning Board, D.P.W. and Conservation Commission offices.	Develop signs for main foyer on home concerns.
Revised					
1C	Newspaper Press Releases	D.P.W.	Two press releases In newspaper per year	Continue press releases. Mass Riverways grant program allowed for limited mailings to homeowners abutting streams in Town.	Continue to be placed in public markings
Revised					
1D	Informational Pamphlets	D.P.W.	Distribute yearly	Continued handouts of After the Storm and Solution to Stormwater Pollution at Knowlton Transfer Station, Town Hall lobby, D.P.W. offices and Library. Stormwater mailing included with all summer water bill mailings. “Pecousic Brook – Our Natural and Cultural Resource” brochure in draft form.	Continue and plan to insert into mailings. Finalize and distribute
Revised					
1E	Hazardous Waste Collection Day	D.P.W. Board of Health	Hold one per year	Held collection day on September 11, 2004 in Wilbraham. Continued collection of used motor oil and mercury containing devices at Knowlton Transfer Station.	Hold collection day in 2005, possibly in Wilbraham used motor oil collection Station.
Revised					
1F	Local Cable Access	Board of Selectmen	Informational Bulletins	No action. (change of Executive Secretary in Selectmen’s Office).	Develop a plan to show on
Revised					

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Year
2A	Adopt-a-stream Program	D.P.W. Conservation Commisison	Encourage and support program.	Pecousic Brook stream survey completed. Mass Riverways grant obtained and three meetings with residents held. Two landscaping companies volunteered to assist.	Spring 01 planned restoration limiting 1
Revised					
2B	Water Quality Monitoring	D.P.W.	Monitoring Activities Years 2 through 5.	Illicit discharge by-law drafted. Currently under review by Planning Board and Conservation.	Present I Town Me
Revised					
2C	Attitude Surveys	D.P.W.	Storm water survey years 2 and 4.	Postal card included with water billings with questions regarding sump pump connections. Begin to compile data onto database. Hired Center for Public Research and Policy to conduct telephone survey of random residents.	Analyze determin bylaw are findings.
Revised					
2D	Community Hotline	D.P.W.	Contact information on illicit discharges.	Web page design completed with local, state and federal contact information. I.T. Department to include page on Town Website.	Spring 01 Website :
Revised					
Revised					
Revised					

2a. Additions

2E	Catch Basin Marking Program	D.P.W.	Involve youth group in stenciling or marking of storm drains in Town	Purchase 500 storm drain markers and associated adhesive. Plan neighborhoods in which to install markers.	Arrange : and insta througho
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3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Year 2
3A Revised	Mapping Outfalls	D.P.W.	Map stormwater outfalls.	25% of GIS base mapping completed.	Complete 05. Com base map mapping
3B Revised	Development of Illicit Discharge Plan	D.P.W.	Develop and implement plan by years 3-5.	Illicit discharge plan developed.	Present fi Plan to B approval.
3C Revised	Non-stormwater Discharge Ordinance	D.P.W.	Develop and implement ordinance by years 3-5.	Non-Stormwater bylaw drafted. Currently under review by Planning Board and Conservation Commission.	Finalize t Meeting
3D Revised	Inform employees, businesses & public	D.P.W.	Publicize ordinances during years 3-5.	No action.	Hold pub Planning Meeting
3E Revised	Failing Septic Systems	Board of Health	Ongoing monitoring of septic systems.	Continuation of monitoring of faulty septic systems.	Continua septic sys main on systems a
3F Revised	Industrial/Business Connections	D.P.W.	Solicit employee monitoring.	No action.	No action

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Year 2
4A	Construction Site Runoff Ordinance	D.P.W. Planning Board	Evaluate existing regulations. Draft and adopt runoff ordinance.	Construction Site Runoff Ordinance drafted. Currently being reviewed by Planning Board and Conservation Commission.	Finalize Construction Site Runoff Ordinance with Planning Board and Conservation Commission Meeting.
Revised					
4B	Construction Plan Review	D.P.W. Planning Board	Enforce current regulations years 1-2. Enforce new regulations after Town Meeting approval, years 3-5.	Continued site plan review and heavy emphasis placed on conformance with Phase II permit regulations. Two developers cited (through local Conservation Commission and D.E.P.) for non-compliance.	Continue inspection of construction sites. Board will review Phase II permit applications. Planning Board will review Phase II permit applications for non-compliance.
Revised					
4C	Inspection and Reporting	D.P.W. Planning Board Building Insp.		Continued enforcement practices with emphasis on compliance with stormwater bmp's. B.M.P. brochures distributed in Town Hall offices and library.	Continue distribution of brochures. Board will review Phase II permit applications for non-compliance.
Revised					
Revised					
Revised					
Revised					

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Year 2
5A	Post Construction Runoff Ordinance	Planning Board	Draft Post Construction Runoff Ordinance	Post Construction Runoff Ordinance has been prepared in draft form. Document distributed to appropriate Town Offices for review.	Finalize Ordinance before permit conservator Town Meeting
Revised					
5B	Construction Site Plan Review	D.P.W. Planning Board	Continue to enforce current regulations.	Continuation of enforcement of current regulations and inspections of special conditions from site plan reviews.	Continue to Begin to be applied
Revised					
5C	Inspection Reporting	D.P.W. Planning Board Building Insp.		Continued monitoring current developments and construction sites for compliance with storm water regulations and maintenance of storm water management systems.	After hiring inspector permitting stormwater
Revised					
Revised					
Revised					

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any)	Planned Permit Y
6A Revised	Municipal Maintenance Program	D.P.W.	Evaluate and draft policies	Spill Prevention, Control and Countermeasures Plan implemented. Protocall in spill cleanup developed.	Continue SPCCP. held in A
6B Revised	Training of Municipal Employees	D.P.W.	Good housekeeping training	Develop and prepare Good Housekeeping and Pollution Prevention Training in PowerPoint presentation format.	Training employee 2005.
6C Revised	Stormwater Pollution Prevention Plan/MSGP	D.P.W.	Complete SWPPP and implement	SWPPP in place and valid through October 29, 2005.	Renew as 2005.
6D Revised	Pest Control	D.P.W.	Train and license employee	Employee license renewed. No preventative applications but applications completed on an as needed basis only.	Renew or continue limited p
6E Revised	Catch Basin Cleaning	D.P.W.	Clean 33% of all catch basins per year	Approximately 40% of catch basins cleaned. Storm water detention basin at Porterwoods Subdivision underwent major reconstruction. Four employees licensed in cleaner operation.	Continue catch bas additional use catch
6F Revised	Street Sweeping Program	D.P.W.	Sweep all roads once per year, collector roads twice.	All roads swept annually in spring. Arterial roads, parade routes and areas under construction or near new subdivisions swept additionally as needed.	Continue once per twice per